

STAFF REPORT
August 8, 2013

No. 13PD031 - Final Planned Development to Construct an Office Building **ITEM 8**

GENERAL INFORMATION:

APPLICANT	Premier Home Mortgage
AGENT	Upper Deck Architects
PROPERTY OWNER	Skyline Pines East Land Company LLC
REQUEST	No. 13PD031 - Final Planned Development to Construct an Office Building
EXISTING LEGAL DESCRIPTION	Lot 7 of Skyline Pines East Subdivision, located in the SE1/4 of Section 11, T1N, R7E, BHM, Rapid City, Pennington County, South Dakota
PARCEL ACREAGE	Approximately 2.2 acres
LOCATION	3024 Tower Road
EXISTING ZONING	Office Commercial (Planned Development Designation)
FUTURE LAND USE DESIGNATION	Commercial
SURROUNDING ZONING	
North:	Office Commercial (Planned Development Designation)
South:	Office Commercial (Planned Development Designation)
East:	Office Commercial (Planned Development Designation)
West:	Office Commercial (Planned Development Designation)
PUBLIC UTILITIES	Rapid City
DATE OF APPLICATION	July 12, 2013
REVIEWED BY	Fletcher Lacock / Ted Johnson

RECOMMENDATION:

Staff recommends that the Final Planned Development to construct an office building be approved with the following stipulations:

1. A building permit shall be obtained prior to any construction and a Certificate of Occupancy shall be obtained prior to occupancy;
2. Prior to submittal of a building permit, the applicant shall address red-lined comments on the plans. The red-lined plans shall be returned to Community Planning and Development Services;
3. Upon submittal of a building permit, plans shall be prepared and stamped by a licensed Architect or Professional Engineer as per SDCL 36-18A;

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4. Prior to issuance of a building permit, revised stormwater drainage and post-construction water quality plans shall be submitted for review and approval. In particular, the site grading and/or storm sewer inlets and drainage components shall be modified to provide capture and treatment of all initial site runoff from parking and circulation areas. In addition, the plans shall be revised to include on-site detention and metering or the applicant shall submit plans showing that regional stormwater drainage improvements can accommodate the increase in stormwater runoff;
5. Prior to issuance of a building permit, the applicant shall sign and record a perpetual maintenance agreement with the City for the proposed on-site stormwater treatment system and components;
6. Prior to issuance of a building permit, the applicant shall submit site utility and mechanical plans for review and approval;
7. Prior to issuance of a building permit, a shared access easement shall be recorded and a copy shall be submitted with the building permit for the full length of the proposed shared access;
8. Temporary or permanent site stabilization shall be achieved prior to issuance of a Certificate of Occupancy;
9. An Air Quality Construction Permit shall be obtained prior to any surface disturbance of one acre or more;
10. A minimum of 115 parking spaces shall be provided. Five of the parking spaces shall be handicap accessible. One of the handicap spaces shall be "van accessible." All provisions of the Off-Street Parking Ordinance shall be continually met;
11. A minimum of 83,046 landscaping points shall be provided. All provisions of Section 17.50.300, the Landscape Regulations of the Rapid City Municipal Code shall be continually met. All landscaping shall be continually maintained in a live vegetative state and replaced as necessary;
12. All signage shall continually conform to the Sign Code. Changes to the proposed sign package, which the Community Planning and Development Services Director determines to be consistent with the original approved sign package, shall be allowed as a Minimal Amendment. All signage not in conformance with the Sign Code or any electronic reader board signs shall require the review and approval of a Major Amendment to the Planned Development. Lighting for the signs shall be designed to preclude shining on the adjacent properties and/or street(s). A sign permit shall also be obtained for the proposed signs;
13. All outdoor lighting shall be reflected within the property boundaries so as to not shine onto adjoining properties and rights-of-way and to not be a hazard to the passing motorist or constitute a nuisance of any kind;
14. All provisions of the Office Commercial District shall be met unless otherwise specifically authorized as a stipulation of this Final Planned Development Overlay or a subsequent Major Amendment;
15. All applicable provisions of the adopted International Fire Code shall continually be met; and,
16. The Final Planned Development Overlay shall allow for an office building. Any change in use that is a permitted use in the Office Commercial District shall require the review and approval of a Minimal Amendment contingent upon sufficient parking being provided. Any change in use that is a Conditional Use in the Office Commercial District shall require the review and approval of a Major Amendment to the Planned Development.

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GENERAL COMMENTS:

The applicant has submitted a Final Planned Development Overlay to construct an office building. In particular, the applicant is proposing to construct a two-story building with a footprint of 12,657 square feet and a total of 26,377 square feet of floor area. The proposed building will be the headquarters of Premier Home Mortgage, an on-line mortgage provider, and will have approximately 85 employees. The exterior of the proposed building will consist of synthetic stucco panels in earth toned colors and stone veneer accents.

On May 3, 2004, the City Council approved a Rezoning request (File #04RZ016) to change the land use designation from General Agriculture District to Office Commercial District for the east portion of the property. In addition, the City Council approved an Amendment to the Comprehensive Plan (File #04CA013) to change the future land use designation from Residential to Office Commercial with a Planned Commercial Development.

On April 19, 2004, the City Council approved a Rezoning request (File #04RZ017) to change the land use designation from General Agriculture District to Office Commercial District for the west portion of the property. In addition, the City Council approved an Amendment to the Comprehensive Plan (File #04CA014) to change the future land use designation from Residential to Office Commercial with a Planned Commercial Development.

On May 1, 2009, staff approved a Final Plat (File #09PL013) to create the above legally described property.

The property is located on the south side of Tower Road approximately 720 feet west of the intersection of Tower Road and South Highway 16. Currently, the property is void of structural development.

STAFF REVIEW:

Staff has reviewed the Final Planned Development Overlay with respect to Chapter 17.50.050(F)5 and has noted the following considerations:

1. *There are certain conditions pertaining to the particular piece of property in question because of its size, shape, or topography:*

The applicant is proposing to construct a two-story, 12,657 square foot office building on a 2.2 acre lot. The southeast corner of the property has steep slopes

2. *The application of these regulations to this particular piece of property would create a practical difficulty or undue hardship:*

The property is zoned Office Commercial District with a Planned Development Designation. Even though the applicant is meeting all of the design standards of Chapter 17 of the Rapid City Municipal Code, a Final Planned Development Overlay must be approved before a building permit can be issued.

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3. *Exceptions to the underlying zoning district, if granted, would not cause undue hardship to the public good or impair the purposes and intent of these regulations:*

The applicant is not requesting any Exceptions from the requirements of the Zoning Ordinance. All provisions of the Office Commercial District must be met unless otherwise specifically authorized as a stipulation of this Final Planned Development Overlay or a subsequent Major Amendment. The Final Planned Development Overlay will allow for an office building. Any change in use that is a permitted use in the Office Commercial District will require the review and approval of a Minimal Amendment. Any change in use that is a Conditional Use in the Office Commercial District will require the review and approval of a Major Amendment to the Planned Development.

4. *A literal interpretation of this chapter would deprive the applicant of rights that others in the same district are allowed:*

The literal interpretation of the Zoning Ordinance would not deprive the applicant of rights that others in the same district are allowed.

5. *Any adverse impacts will be reasonably mitigated:*

It appears that the proposed drainage plan and site grading will only capture and treat a portion of the initial storm runoff from the site and may not provide adequate and continuous stormwater treatment. As such, prior to issuance of a building permit, revised stormwater drainage and post-construction water quality plans must be submitted for review and approval. In particular, the site grading and/or storm sewer inlets and drainage components must be modified to provide capture and treatment of all initial site runoff from parking and circulation areas. In addition, the plans must be revised to include on-site detention and metering or the applicant must submit plans showing that regional stormwater drainage improvements can accommodate the increase in stormwater runoff. In addition, the applicant must sign and record a perpetual maintenance agreement with the City for the proposed on-site stormwater treatment system and components.

6. *The requested exception to the underlying zoning district standards is an alternative or innovative practice that reasonably achieves the objective of the existing standard sought to be modified:*

The property is zoned Office Commercial District with a Planned Development Designation. Even though the applicant is meeting all of the design standards of Chapter 17 of the Rapid City Municipal Code, a Final Planned Development Overlay must be approved before a building permit can be issued.

Design: The applicant is proposing to construct a two-story office building with a building footprint of 12,657 square feet and a total of 26,377 square feet of floor area. The interior of the building will be a mix of divided and undivided office space. The façade of the structure will have earth-toned colors and will be constructed of synthetic stucco and stone veneer.

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Access: The submitted plan identifies a 40 foot by 40 foot shared access and utility easement with the property to the east. However, the proposed shared access extends approximately 185 feet. As such, prior to issuance of a building permit, a shared access easement must be recorded and submitted with the building permit for the full length of the proposed shared access. The applicant should be aware that partial completion of the shared access will not be acceptable. As such, the applicant must coordinate with the adjacent property owner prior to grading and installation of the shared driveway.

Engineering: Public Works staff has identified issues that need to be addressed prior to issuance of a building permit. The applicant must address red-lined comments on the plans. The red-lined plans must be returned to Community Planning and Development Services. In addition, prior to issuance of a building permit, the applicant must submit site utility and mechanical plans for review and approval. The applicant should be aware that the plans need to reflect the same layout.

Landscaping: Staff suggests that the plans be revised to include curb or curb stops along the west edge of the parking lot to prevent damage to the proposed landscaping. A minimum of 83,175 landscaping points must be provided for the proposed development. The applicant has submitted a landscaping plan that shows a total of 87,046 landscaping points to be provided. The proposed landscaping is in compliance with Chapter 17.50.300 of the Rapid City Municipal Code. All landscaping must be continually maintained in a live vegetative state and replaced as necessary.

Parking: The proposed use requires that a minimum of 115 parking spaces be provided. In addition, five of the parking spaces must be handicap accessible. One of the handicap spaces must be "van accessible." The applicant has submitted a parking plan showing a total of 135 parking stalls. In addition, five of the parking spaces are handicap accessible with one of the spaces being "van accessible". All provisions of the Off-Street Parking Ordinance must be continually met.

Air Quality: An Air Quality Construction Permit must be obtained prior to any surface disturbance of one acre or more.

Building Permit: A building permit must be obtained prior to any construction and a Certificate of Occupancy must be obtained prior to occupancy. Upon submittal of a building permit, plans must be prepared and stamped by a licensed Architect or Professional Engineer as per SDCL 36-18A. Temporary or permanent site stabilization must be achieved prior to issuance of a Certificate of Occupancy.

Signage and Lighting: The applicant has submitted a sign package identifying two back-lit wall signs located on the south side of the building. The proposed signs are 8 feet wide by 4 feet high. In addition, the site plan identifies a monument sign located on the northeast corner of the property adjacent to the shared access. The proposed signage is in compliance with the Sign Code.

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All signage must continually conform to the Sign Code. Changes to the proposed sign package, which the Community Planning and Development Services Director determines to be consistent with the original approved sign package, will be allowed as a Minimal Amendment. All signage not in conformance with the Sign Code or any electronic reader board signs will require the review and approval of a Major Amendment to the Planned Development. Lighting for the signs must be designed to preclude shining on the adjacent properties and/or street(s). A sign permit must also be obtained for the proposed signs.

The applicant has submitted a lighting plan that identifies the location of outdoor lighting on the exterior of the building and in the parking lot. All outdoor lighting must be reflected within the property boundaries so as to not shine onto adjoining properties and rights-of-way and to not be a hazard to the passing motorist or constitute a nuisance of any kind.

Fire Department: All applicable provisions of the adopted International Fire Code must continually be met.

Notification: The first class mailings have been returned to Community Planning and Development Services for mailing. The sign has been picked up; however, as of this writing, staff has not confirmed that the sign has been posted on the property. Staff will notify the Planning Commission at the August 8, 2013 Planning Commission meeting if this requirement has not been met.